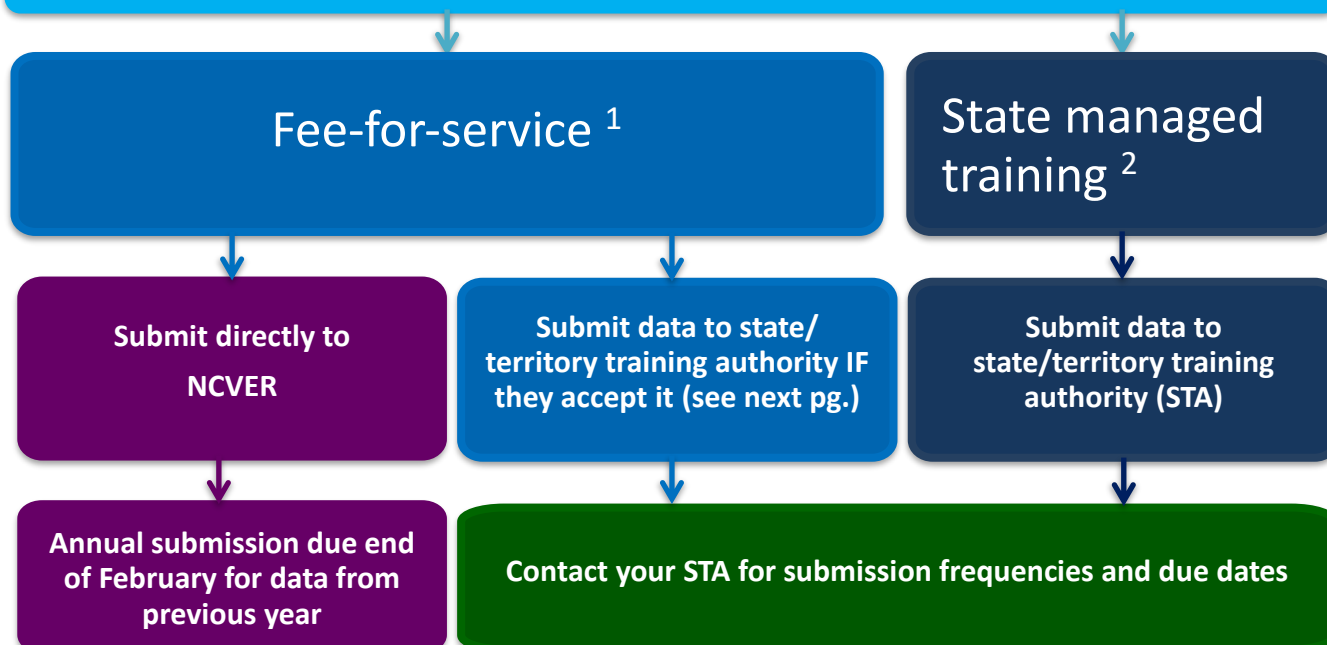


Where, when and how do I report my AVETMISS data?

This fact sheet helps you determine where, when and how to report your AVETMISS data.

What is the funding source of your training?



¹ **Fee-for-service training**- all non-state managed training including enterprise and other privately funded training, training paid for by the client or training directly funded and managed by the Commonwealth.

² **State managed training**- training funded or administered by the state or territory.

I offer state managed AND fee-for-service training: what do I do?

- Check whether your STA accepts both state managed and fee-for-service in a combined submission and if so submit via your STA.
- If your STA does not accept combined submission, you will need to separate your data and submit your state fund activity only to your STA and your fee-for-service activity only to NCVER.

The map provided may be used as a guide to find out if your STA accepts fee-for-service data.

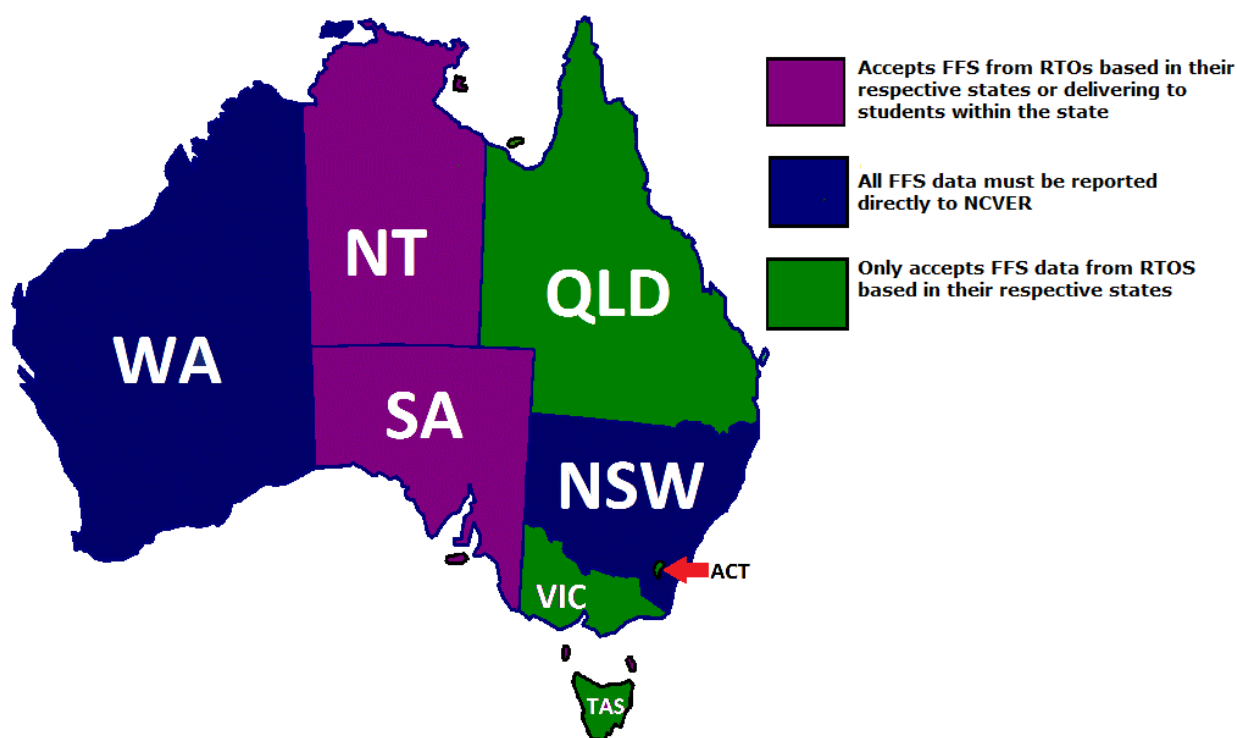
I offer state managed training in multiple jurisdictions: what do I do?

Please prepare multiple submissions and submit one to each STA that manages the funding for your training.

I offer only fee-for-service training in multiple jurisdictions: what do I do?

Please prepare a single submission to NCVER (if you have **not submitted** this activity via an STA).

All state funded data must be reported to the state administering your RTO with the funding.



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Map as at 16 November 2022

How to submit your AVETMISS data

1. **To submit data to the STAs in QLD, VIC or WA:** These states have their own data validation software. Please contact the STA for details.
2. **To submit data to the STAs in ACT, NSW, NT, SA or TAS*:** Please use NCVER's free [AVETMISS validation software \(AVS\)](#). AVS registration details can be found in our [fact sheet](#). Once your AVETMISS compliant data has passed validation error-free, please follow your STA's instructions to submit the files to the STA.
3. **To submit data directly to NCVER:** use NCVER's free [AVETMISS validation software \(AVS\)](#). AVS registration details can be found in our [fact sheet](#). Once your AVETMISS compliant data has passed validation error-free, select the *Submit* function in the *Finalise submission* screen. NCVER will receive your data. Note: on submission any previously submitted data files will be overwritten.

Please consult your STA for the most up to date information.

* if submitting data to TAS please note you will also need to submit to TASC

What help is available?

NCVER has a dedicated Client Services team to help you with your AVETMISS related queries and can be contacted a number of ways:

Contacting the AVETMISS support team			
Fill out our contact form	Email: support@ncver.edu.au	Phone: 08 8230 8400	Toll free: 1800 649 452